



REPORT/RECOMMENDATION

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| To: MAYOR AND COUNCIL | Agenda Item # <u>IV. L.</u> |
| From: Wayne D. Houle, PE City Engineer | <input checked="" type="checkbox"/> Action <input type="checkbox"/> Discussion <input type="checkbox"/> Information |
| Date: April 3, 2012 | |
| Subject: Consultant Engineering Services – France Avenue Pedestrian Crossings Improvements | |

ACTION REQUESTED:

Authorize City Manager to approve attached proposal for Engineering Services for France Avenue Pedestrian Crossing Improvements.

INFORMATION/BACKGROUND:

Attached is a proposal from WSB & Associates, Inc. for engineering services for the France Avenue pedestrian crossing improvements. The City of Edina was successful in our application for rescoping and sunset date extension for the France Avenue Pedestrian Bridge; which means the \$1,000,000 of Federal Transportation Enhancement funding for this project was retained. The new sunset date is March 31, 2013; therefore we need to be very aggressive to stay on schedule with this project, see project schedule in proposal. The proposed fee for this project, which includes project development, detail design / bidding, and construction services, is \$265,070.00.

ATTACHMENTS:

Engineering Proposal France Avenue Pedestrian Crossing Improvements



March 29, 2012

Mr. Wayne Houle, PE
Director of Public Works/City Engineer
Edina Public Works
7450 Metro Blvd.
Edina, MN 55349

Re: Project Development and Design Proposal
France Avenue Pedestrian Crossings Improvements (S.P. 120-020-037)

Dear Mr. Houle:

WSB & Associates, Inc. is pleased to submit this proposal to provide preliminary and final design engineering as well as construction engineering services for the proposed federally funded pedestrian crossing improvements along France Avenue.

Our project team will be lead by Mr. Chuck Rickart. He will serve as project manager and coordinate all activities with the City. He will be assisted by Andrew Plowman who will be the lead design engineer.

Based on the Met Council approved scope change and sunset date extension a scope of work has been developed and is attached for your information. The estimated cost for the engineering services through construction is based on our current hourly rates, and is estimated at \$265,070. Also included is a breakdown of cost by task and the proposed schedule which outlines the required steps to secure the federal funds by March 2013 and construction the summer of 2013.

If the proposed Scope of Work and the associated fee appear to be appropriate, please sign a copy of the proposal and return to me at your earliest connivance. We will proceed immediately upon receipt of the signed contract.

Thank you for consideration of WSB & Associates, Inc. for these professional engineering services. If you have any questions or require any additional information, please do not hesitate to give me a call at 763-287-7183.

Sincerely,

WSB & ASSOCIATES, INC.

Charles T. Rickart, PE, PTOE
Principal/Project Manager

CITY OF EDINA

Authorized Signature

Its

Date

FRANCE AVENUE PEDESTRIAN CROSSING IMPROVEMENTS
S.P. 120-020-037
PROJECT DEVELOPMENT AND DESIGN ENGINEERING PROPOSAL
CITY OF EDINA, MN

INTRODUCTION

The City of Edina was successful in 2007 in securing Federal Transportation Enhancement funding for the 72nd Street Pedestrian Bridge over France Avenue. As a result of several studies, change in policy direction and new leadership at the City the concept of a bridge over France Avenue was deemed no longer practical. The City then requested and was granted a Scope Change and a one year Sunset Date extension for the project.

The re-scoped project will accomplish the same goals, safely and efficiently, for less overall cost, in partnership with the other agencies and with greater community support. The vision for the re-scoped project stems from the County's "France Avenue Corridor Study" completed in 2009.

Intersection enhancements such as; median refuge island, accessible pedestrian signals, pedestrian warning signs, enhanced pedestrian corner treatments, etc, will be provided at three primary intersections.

66th Street: This proposed crossing would provide access to; medical buildings, Southdale Mall, Aquatic Center, Rosland Park, TLC Bike Boulevard, and access to transit.

70th Street: This proposed crossing would continue the complete street project recently constructed west of France Avenue. It would serve primarily single family neighborhood, The Galleria, Target, Promenade, Southdale Library, Hennepin County Government Center, and access to transit.

76th Street: This proposed crossing would serve primarily multi-family housing and connect to Centennial Lakes Park, Promenade, Three Rivers Park District Nine mile trail in Richfield, Edinborough Park, medical facilities, and access to transit.

Three Rivers Park District (TRPD) is also planning improvements to Gallagher Drive. Although this intersection will be improved by TRPD the proposed crossing will serve the future planned regional trail, Promenade, multi-family housing, and access to transit.

In addition to the intersection enhancements the proposed project will provide missing sidewalk connections insuring that all areas on both sides of France Avenue have an opportunity to access one of the planned crossing locations.

The City has worked with several agencies during the preliminary studies, concept development and the proposed re-scoping of the project since the original TE application was submitted and approved. These agencies have included:

- Hennepin County Community Works
- Hennepin County Transportation
- Three Rivers Park District
- Transit for Livable Communities
- Metro Transit

Base on the proposed change in scope the following estimated cost was developed accommodating improvements to the three (3) crossings of France Avenue. It is assumed that the Gallagher Drive intersection improvements would be completed by TRPD. These costs are based on preliminary concept plans and will be refined during final design.

Revised project cost estimate:

| | |
|---------------------------|---------------------|
| Intersection improvements | \$ 1,005,000 |
| Revised signal system | \$ 600,000 |
| Signing and Striping | \$ 36,000 |
| Trail / Sidewalk | \$ 54,000 |
| Retaining walls | \$ 150,000 |
| Guard rail | \$ 50,000 |
| Lighting | \$ 80,000 |
| Traffic Control | \$ 20,000 |
| Landscaping | \$ 50,000 |
| Total Cost | \$ 2,045,000 |

The following Scope of Work outlines the required tasks to complete each phase:

Phase 1 – Project Development (preliminary design, environmental documents, right-of-way plan and descriptions), Tasks 1 – 6

Phase 2 – Detail Design / Bidding (final design, cost estimates, permits, approvals, contract documents and bidding), Tasks 6 – 10

Phase 3 – Construction Administration (observation, documentation, administration, survey), Task 11

Following the Scope of Work a summary of the Estimated Fee and an anticipated Project Schedule is included.

SCOPE OF WORK

Phase 1 – Project Development

Task 1 – Project Management

This task will include the day-to-day management of the project including all correspondence with City of Edina staff, preparation of monthly progress reports, and invoices. In addition, this task will include meeting with City staff to review the progress of the project and discuss any issues associated with the project through the design and bidding phases. It is estimated that six meetings will be held throughout the project.

| | Hours |
|--------------------------|--------------|
| <i>Project Principal</i> | 16 |
| <i>Project Manager</i> | 40 |
| <i>Project Engineer</i> | 8 |
| Total Hours | 64 |

Task 2 – Data Collection / Survey / Base Mapping

Available data will be collected from the City and other impacted agencies along France Avenue. WSB will work with the City of Edina and Hennepin County in securing the GIS data for the corridor and any topographic information available. In addition design surveys will be completed for the areas 66th Street, 70th Street and 76th Street, as well as the anticipated area's where sidewalk connections are proposed. The result of this task will be the preparation of a topographic base mapping suitable for preparation of construction documents and right of way acquisition.

| | Hours |
|--------------------------|--------------|
| <i>Project Principal</i> | 2 |
| <i>Project Manager</i> | 4 |
| <i>Project Engineer</i> | 12 |
| <i>Survey Crew</i> | 32 |
| <i>Technician</i> | 40 |
| Total Hours | 98 |

Task 3 – Preliminary Design (30% Plans)

Preliminary plans will be prepared showing:

- Horizontal and vertical alignment of proposed improvements to each intersection and sidewalk / trail segments,
- Details of the proposed pedestrian enhancements,
- ADA / TPAR Requirements
- Identification of required signal improvements,

- Identification of the required right of way, any temporary construction easements needed,
- Preliminary landscaping plans
- Drainage and utility impacts.

The preliminary design will provide enough data to complete and submit the project environmental documentation (Project Memorandum).

| | Hours |
|----------------------------|--------------|
| <i>Project Principal</i> | 12 |
| <i>Project Manager</i> | 36 |
| <i>Project Engineer</i> | 54 |
| <i>Landscape Architect</i> | 8 |
| <i>Technician</i> | 60 |
| Total Hours | 170 |

Task 4 – Project Environmental Documentation (Project Memorandum)

WSB will prepare a Project Memorandum (PM) as required for the project, in accordance with the MnDOT Highway Project Development Process Manual and current Standards and practices that will meet the requirements for Federal funding. This document will include review of all potential environmental impacts / issues including, but not limited to; flood plain, wetland, endangered species, historical / archeological, noise, air quality, right of way, etc. A preliminary copy of the PM will be submitted to the City of Edina, Hennepin County and MnDOT State Aid for review, any comments will be addressed, and a final copy for signature will be prepared and submitted to MnDOT and the County for final approval.

| | Hours |
|--------------------------|--------------|
| <i>Project Principal</i> | 6 |
| <i>Project Manager</i> | 24 |
| <i>Project Engineer</i> | 40 |
| <i>Technician</i> | 12 |
| Total Hours | 82 |

Task 5 – Right of Way Plan / Descriptions

As part of the Preliminary Design, Task 3, WSB will identify the right-of way required for the project. Based on the identified right of way we will prepare parcel sketches for use in preparing legal descriptions. These sketches and descriptions will be provided to the City for the acquisition purposes. This task does not include appraisals.

| | Hours |
|--------------------------|--------------|
| <i>Project Principal</i> | 4 |
| <i>Project Manager</i> | 24 |
| <i>Project Engineer</i> | 16 |
| <i>Technician</i> | 36 |
| Total Hours | 80 |

Task 6 – Agency / Stakeholder Coordination

In order to insure that the proposed improvements meet the expectations of stakeholders and elected officials, it is anticipated that a series of meetings will be held to solicit input and present preliminary plans and ideas. The first meeting will be early in the process and will involve identifying the parameters and requirements from the City, Hennepin County and MnDOT. This meeting will also include a presentation of possible improvements and receiving additional ideas from the attendees. The second meeting will present the proposed plan for improvement and receive additional input on the proposal.

In addition to the Stakeholder meetings, meetings with Hennepin County, Metro Transit, Three Rivers Park District and MnDOT will be held as needed. It is assumed that one meeting with each will be held during the Project Development phase.

| | Hours |
|----------------------------|--------------|
| <i>Project Principal</i> | 24 |
| <i>Project Manager</i> | 24 |
| <i>Project Engineer</i> | 24 |
| <i>Landscape Architect</i> | 8 |
| <i>Technician</i> | 8 |
| Total Hours | 88 |

Phase 2 – Detail Design / Bidding

Task 7 – Final Design

WSB will perform design computations, calculate quantities and prepare final design plans. The final construction plan set will be in conformance with all MnDOT State Aid and Federal Aid requirements and include:

1. Title Sheet
2. General Layout
3. Removals
4. Statement of Estimated Quantities
5. Soils and Construction Notes
6. Utility Tabulations
7. Quantity Tabulations
8. Typical Sections
9. Details
10. Alignment Plans and Tabulations
11. Construction Plans and Profiles
12. Grading, Erosion Control, and Turf Establishment Plans
13. Traffic Signal Plans
14. Signing and Striping Plans
15. Cross Sections
16. Landscaping Plans

Final plans will be submitted to the City for review and requested changes incorporated. The revised plans will then be submitted to the County and MnDOT State Aid for review. Once the County and MnDOT comments have been incorporated, a final copy of the plans will be submitted for signature. A copy of the plan in electronic format will be provided to the City.

| | Hours |
|----------------------------|--------------|
| <i>Project Principal</i> | 60 |
| <i>Project Manager</i> | 108 |
| <i>Project Engineer</i> | 140 |
| <i>Landscape Architect</i> | 56 |
| <i>Technician</i> | 200 |
| Total Hours | 564 |

Task 8 – Construction Cost Estimate

WSB will prepare a construction cost estimate at the Preliminary Plan and Final Plan points in the project to establish and refine the estimated construction cost. Additionally, we will tabulate the construction cost splits based on Federal and local cost participation based on funding levels.

| | Hours |
|----------------------------|--------------|
| <i>Project Principal</i> | 4 |
| <i>Project Manager</i> | 12 |
| <i>Project Engineer</i> | 20 |
| <i>Landscape Architect</i> | 12 |
| <i>Technician</i> | 8 |
| Total Hours | 56 |

Task 9 – Permits / Approvals

WSB will coordinate and submit the project for review and / or approval from the following agencies. For any permits required WSB will prepare the permit for City signature and submit the permit on the Cities behalf.

- City of Edina
- Mn/DOT Federal Aid (Metro District and Central Office)
- Hennepin County
- WSD
- MPCA – NPDES
- US Corps of Engineers
- MnDNR

| | Hours |
|--------------------------|--------------|
| <i>Project Principal</i> | 12 |
| <i>Project Manager</i> | 24 |
| <i>Project Engineer</i> | 20 |
| <i>Technician</i> | 8 |
| Total Hours | 64 |

Task 10 – Bidding / Contract Documents

WSB will prepare Special Provisions for all items, details, designs and procedures for the project which are not covered in the project’s governing specifications (MnDOT’s Standard Specifications for Construction) or the current Supplemental Specifications. The provision for each item will contain a description, materials, construction requirements, method of measurement and basis of payment.

WSB will prepare the final bid package for distribution to prospective bidders. The bid package will include all documents required for the Federal funding. It is assumed that the City will provide the boiler plate information including contract documents and standard City specifications in electronic format.

WSB will provide information necessary for the advertisement of bids and distribution of bid packages. We will be available to address any questions including issuing any addendums if required through the bidding process. WSB will be in attendance at the bid opening and will verify the bids and will make a recommendation of award to the City.

| | Hours |
|----------------------------|--------------|
| <i>Project Principal</i> | 8 |
| <i>Project Manager</i> | 20 |
| <i>Project Engineer</i> | 32 |
| <i>Landscape Architect</i> | 12 |
| <i>Technician</i> | 16 |
| Total Hours | 88 |

Phase 3 – Construction Administration

Task 10 – Construction Administration

WSB will follow the Delegated Contract Process (DCP) outlined by MnDOT for construction contract administration. The WSB Project Manager will be responsible for all construction administration activities. At the beginning of the project, a preconstruction conference will be conducted.

During the course of the project, weekly construction progress meetings will be conducted by the Project Manager. Periodic visits to the site will be made by the Project Manager. The project Manager/Engineer will be responsible for preparing all pay estimates, change orders, reviewing shop drawings, materials and suppliers, and preparing the final acceptance letter. The Project Manager/Engineer will provide coordination to all utility companies, property owners, surveyors, and all project personnel.

Prior to construction, WSB will provide staking for the construction phase. WSB will also provide day-to-day on-site observation and record keeping of the construction and activities consistent with all MnDOT Federal Aid requirements, the DCP, as well as providing coordination and record keeping for contractor invoice approvals, change orders, and other construction coordination.

| | Hours |
|----------------------------|--------------|
| <i>Project Principal</i> | 40 |
| <i>Project Manager</i> | 80 |
| <i>Project Engineer</i> | 96 |
| <i>Landscape Architect</i> | 32 |
| <i>Const Observer</i> | 900 |
| <i>Survey Crew</i> | 80 |
| <i>Technician</i> | 32 |
| Total Hours | 1260 |

The above estimate of hours is based on assuming a 16 to 20 week construction time frame. Once the project has been bid, a contractor on board and a construction schedule provided a more detail hourly estimated can be provided.

ESTIMATED FEE

Based on the hours outlined for each task and WSB fee schedule (attached), it is estimated that the cost for design and construction engineering services will be as outlined below:

| Tasks | Cost |
|--|---------------------|
| Phase 1 – Project Development | |
| <i>Task 1 – Project Management</i> | \$7,544.00 |
| <i>Task 2 – Data Collection / Survey / Mapping</i> | \$11,238.00 |
| <i>Task 3 – Preliminary Design</i> | \$17,226.00 |
| <i>Task 4 – Project Environmental Document</i> | \$8,586.00 |
| <i>Task 5 – Right-of-Way Plan / Descriptions</i> | \$8,072.00 |
| <i>Task 6 – Agency / Stakeholder Coordination</i> | \$9,904.00 |
| <i>Expenses</i> | \$500.00 |
| Total Phase 1 Cost | \$63,070.00 |
| Phase 2 – Detail Design / Bidding | |
| <i>Task 7 – Final Design</i> | \$57,736.00 |
| <i>Task 8 – Construction Cost Estimate</i> | \$5,796.00 |
| <i>Task 9 – Permits / Approvals</i> | \$7,072.00 |
| <i>Task 10 – Bidding / Contract Documents</i> | \$9,156.00 |
| <i>Expenses</i> | \$500.00 |
| Total Phase 2 Cost | \$80,260.00 |
| Phase 3 – Construction | |
| <i>Task 11 – Construction Administration</i> | \$121,740.00 |
| Total Phase 3 Cost | \$121,740.00 |
| Total Project Cost | \$265,070.00 |

WSB will only proceed with one Phase of the project as they are authorized by the City. The schedule on the follow page indicates when each phase would need to be authorized in anticipation of funding authorization by March 2013 and construction in the summer of 2013.

SCHEDULE

Based on a typical Scope of Work and the Federal funding process guidelines, the following schedule would be anticipated:

Phase 1 – Project Development

| | |
|--|---------------------------------------|
| Notice to Proceed Phase 1..... | April 3, 2012 |
| City Staff Kick-off Meeting..... | Week of April 9, 2012 |
| Data Collection / Survey..... | Week of April 9, 2012 |
| Submit Agency Review Letters (MnDNR, SHPO, Etc)..... | Week of April 16, 2012 |
| Meeting with Hennepin County..... | Week of April 16, 2012 |
| Stakeholder Group Meeting #1..... | Week of April 30, 2012 |
| Draft PM / Prel Design Plan to City..... | May 18, 2012 |
| City Staff Review Meeting..... | Week of May 28, 2012 |
| Stakeholder Group Meeting #2..... | Week of June 4, 2012 |
| Draft PM / Prel Design Plan to MnDOT and County..... | June 22, 2012 |
| MnDOT / County Review..... | Up to 6 Weeks |
| Address MnDOT and County comments..... | Weeks of August 6 and August 13, 2012 |
| Final PM / Prel Design Plan to MnDOT and County..... | August 17, 2012 |
| Final MnDOT and County Approval of PM..... | Up to 5 Weeks |
| PM Approved..... | October 2012 |

| | |
|---|-------------------------|
| Construction Limits Determined..... | May 18, 2012 |
| Right of Way Plan to City and County..... | June 1, 2012 |
| Initial Parcel Work and Landowner Notification..... | May / June 2012 |
| Parcel Descriptions and Exhibits..... | July 2012 |
| Right of Way Appraisals..... | August / September 2012 |
| Right of Way Acquisition (Offers)..... | October 2012 |
| Title and Possession..... | December 2012 |
| R/W Certificate #1..... | December 2012 |

Phase 2 – Detail Design / Bidding

| | |
|--|-------------------------|
| Notice to Proceed Phase 2..... | August 7, 2012 |
| Draft (60%) Final Plan Submittal to City, County and Mn/DOT..... | September 28, 2012 |
| City Staff / County / MnDOT Review Meetings..... | Week of October 8, 2012 |
| MnDOT, County and City Review..... | Up to 8 weeks |
| Address Comments..... | December 2012 |
| Final Plan Submittal to MnDOT / County and City..... | December 21, 2012 |
| Final MnDOT Approval of Plans..... | Up to 8 Weeks |
| Final Approved Plans..... | March 2013 |

| | |
|---------------------------|------------------|
| Advertising for Bids..... | April / May 2013 |
| Bid Opening..... | May 2013 |

Phase 3 – Construction Administration

| | |
|--------------------------------|---------------|
| Notice to Proceed Phase 3..... | June 4, 2013 |
| Begin Construction..... | June 15, 2013 |
| Complete Construction..... | October 2013 |